

MissouriBUYS Contract Board Information

(Updated June 17, 2020)

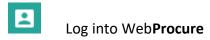
Welcome to the MissouriBUYS Contract Board! The Contract Board enables users to easily access and view awarded contract information.

The MissouriBUYS Contract Board was activated in July 2016 and contains the Division of Purchasing's (Purchasing) awarded contracts along with contracts awarded by many of the state agencies. Awarded contract information is available as follows:

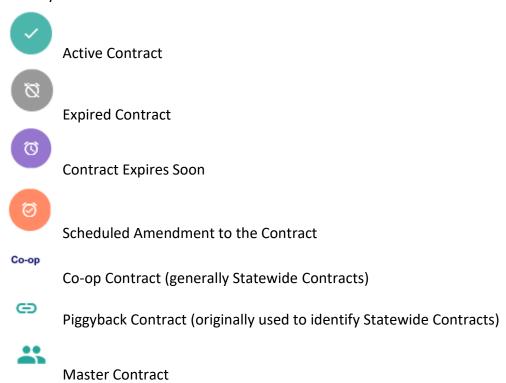
- AGENCY CONTRACTS: Contracts awarded by Purchasing for state agencies are posted on the MissouriBUYS Contract Board. Contracts bid and awarded by state agencies under their delegated purchasing authority are also posted on the MissouriBUYS Contract Board.
- STATEWIDE CONTRACTS: All Statewide Contracts awarded by Purchasing can be found
 on the MissouriBUYS Contract Board contract listing along with its associated contract
 documents. A statewide contract notification summary document for each statewide
 contract is available by selecting the 'Statewide Contract Search' button located at the
 top of the Contract Board or by selecting the 'Statewide Contract Search' link on
 Purchasing's website at https://archive.oa.mo.gov/purch/contracts/.
- PUBLIC RECORD INFORMATION: Public record information regarding Purchasing's awarded contracts (including the solicitation documents, awarded and non-awarded solicitation responses, evaluation documents, and contract documents) is accessible on the MissouriBUYS website by clicking on 'Awarded Bid and Contract Document Search' in the Related Links box on the I Sell to Missouri and I Buy for Missouri webpages. The 'Awarded Bid and Contract Document Search' is also accessible on Purchasing's website at https://oa.mo.gov/purchasing/bidding-contracts/awarded-bid-contract-document-search.

The title bar on the Contract Board has the following icons:





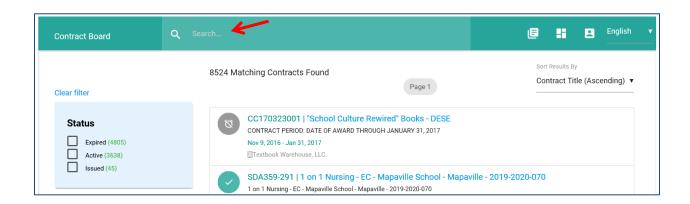
The following icons will populate in the Contract Description field and enable users to quickly identify the current status of the contract:



Conducting a Search on the Contract Board

The Contract Board has been enhanced with improved filters and searching capabilities, including being able to search by commodity codes or partial commodity codes.

If you know the contract number or the name of the vendor/contractor for which you are searching, enter the contract number or contractor's name in the Search field and contracts matching your search criteria will populate.



The following Filter mechanisms are available to narrow your search for a contract on the Contract Board: **Status, Type, Authorizations, Organizations**, and **Commodities**. Once a filter is used, you may choose another filter to narrow your search further. You can also search within the filters by bid number, commodity code, commodity name or title of solicitation.

Status Filter – Choosing 'Expired' will populate contracts that have expired. Selecting 'Active' will only list the current active contracts. Using the 'Issued' filter will populate contracts that are not yet active.

Status	
	Expired (4804) Active (3639) Issued (45)
]	,

Type Filter – This filter can be used to locate the following specific types of contracts:

- 'Contract Agency' Contracts that have been issued by a state agency under their delegation authority or issued by Purchasing on behalf of a state agency.
- 'Contract Services' Identifies contracts issued by Purchasing that relate to professional services.
- 'Contracts Commodity' Populates contracts issued by Purchasing for commodities.
- 'Contract IT' Populates contracts issued by Purchasing for information technology (IT) related products and services.
- 'ERS' Expenditure Registration System (ERS) contracts are situations in which the requirements of Chapter 34, RSMo for competitive bidding are negated by another state statute, federal regulation, or court order.
- 'SDA' Special Delegation of Authority (SDA) contracts have been competitively bid and awarded by a state agency for predefined products or services for a specific program.
- 'Acknowledgement of Contract' A state agency has contracted with another governmental entity for products or services **provided directly** by that governmental entity without conducting a competitive bid process.
- 'Exempt Object Code' Contracts for certain expenditure object codes that are exempt from the requirements of Chapter 34, RSMo.

Туре	
	Contract - Agency (2693)
	Contract - Services (2249)
	Contract - Commodity (1871)
	Contract - IT (643)
	ERS (532)
	SDA (277)
	Acknowledgement of Contract
	(244)
	Exempt Object Code (15)

Authorizations Filter – 'Co-Op Contracts' identify the State of Missouri's statewide contracts that are open to the state's Cooperative Procurement Program members to use and is also an identifier on some of the contracts established by MoDOT. The term 'Piggyback' was originally used to identify these co-op contracts but is no longer used. 'Master' will populate contracts that were created from solicitations that utilized qualified vendor lists.

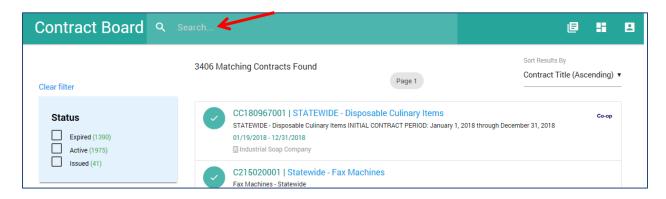
Authorizations Co-Op Contracts (1290) Piggyback (292) Master (5)

Organizations Filter – By default, all contracts published on the Contract Board will appear. Selecting 'State of Missouri' will populate statewide contracts issued by Purchasing as well as contracts issued by Purchasing on behalf of state agencies. To search/ filter for a contract issued by a state agency, click on the box next to the name of the applicable agency/ organization.

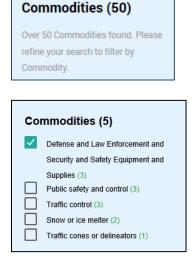
Please note: State agency contracts may be found on the Contract Board by selecting the name of a state agency/organization; however, all contracts may not be posted on the Contract Board for the individual state agency.

Organizations (33)	
	State of Missouri (5034)
	MoDOT - Dept of Transportation
	(700)
	DHSS - Dept of Health/Senior
	Serv (643)
	DOC - Dept of Corrections (494)
	DESE - Dept of Elem/Secondary
	Ed (251)
	MoDOT - SW (213)
	MoDOT - SL (188)
	MoDOT - SE (161)
	MoDOT - CD (156)
	MoDOT - KC (149)
	MoDOT - NE (119)
	OA - ITSD (93)
	OA - Facilities Mgmt Design &
	Const (92)
	DNR - Dept of Natural Resources
	(58)
H	DMH - Dept of Mental Health (46)
	MoDOT - NW (41)
	Secretary of State (27)
	DED - Public Service Commission
	(20)
	MDA - Animal Health (17)
	MDA - Plant Industries (12)
H	DED - Div of Energy (8)
H	DPS - SEMA (8)
H	DED - Admin (5)
ш	MDA - Weights Measures & Cons
	Prot (4)
	OA - Childrens Trust Fund (4)
	Office of State Courts (4)
	DED - DWD - Workforce
	Development (3) DHEWD - Workforce Development
	(2)
	OA - Office of Child Advocate (2)
	DOR - Dept of Revenue (1)
	MDA - Office of the Director (1)
	MDA - Wine and Grape (1)
	MDA -Grain Inspection &
_	Warehousing (1)

Commodities Filter – To search for a contract by commodity, enter the UNSPSC commodity code or the commodity name in the search field. Any contracts matching your commodity search criteria will populate. Please note that the State of Missouri is using Version 17 of the UNSPSC commodity code set. A PDF of the Version 17 codeset is available on the MissouriBUYS website (https://missouribuys.mo.gov/) under Resources.

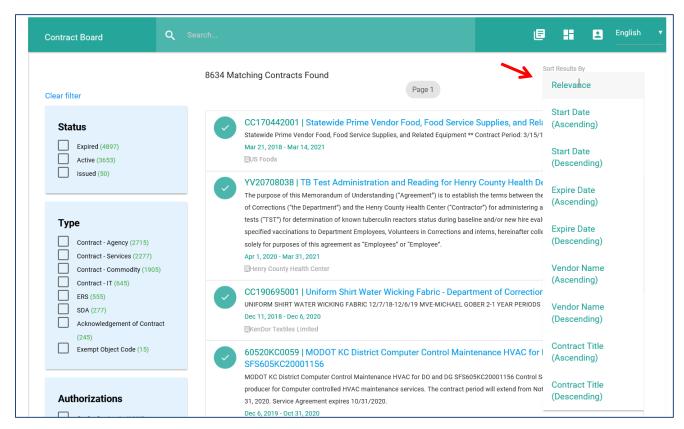


When using the available filters to narrow your search, UNSPSC commodity categories will populate in the 'Commodities' filter box when the number of possible commodity categories associated with the contract search criteria entered is under 50 (as shown below).



Please note that there is also a 'Sort Results By Relevance' drop down feature where you can sort by Ascending or Descending for Start Date, Expiration Date, Vendor Name and Contract Title.

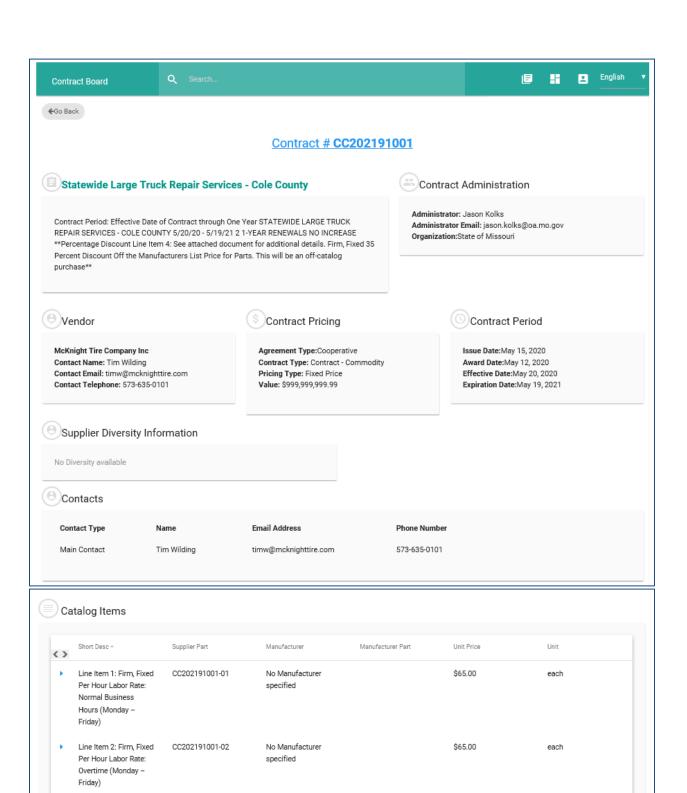




Click **Clear filter** to clear the search filters to begin a new search.

Information Available on the Contract Board

Once you find the contract you want, click on the <u>Contract Number</u> or <u>Contract Title</u> hyperlink to display the <u>Contract Summary</u> screen.



\$65.00

each

Line Item 3: Firm, Fixed

Per Hour Labor Rate:

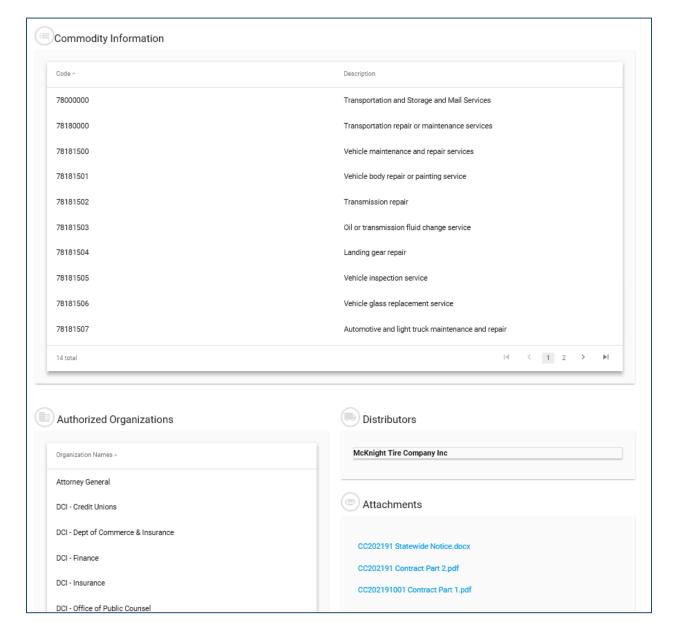
Overtime (Saturday)

3 total

CC202191001-03

No Manufacturer

specified



From the Summary page you can see the contract information, administrator information, vendor, contract pricing, contract period, supplier diversity information, contacts, catalog items if a catalog has been created, commodity code information, authorized organizations who are able to use the contract, any distributors and any attachments.

In most cases, Purchasing attaches the awarded contract documents on the MissouriBUYS Contract Board including any subsequent contract amendments.

Please note: In order for Purchasing or other state agencies to publish existing contracts on the MissouriBUYS Contract Board, the awarded contractors must first be registered in MissouriBUYS.